Import/Export File Layout Specification for Spring 2003 Data Collection
Financial Aid to Full-time First-time Degree Seeking Undergraduates
Academic Year 2001-2002
Fixed Length/Positional File (*.Txt)

Field ID(Key)	Column	Length	Description	Valid Entries
Part (A) Student Counts				
If institution does not offer undergraduate award levels, STOP HERE, do NOT import any data.				
UNITID	1	6	UNITID	Valid UnitID
SURVSECT	7	3	Survey Section	"SFA"
PART	10	1	Part of survey section - Student counts	"A" = Student counts
If institution's calendar system is semester, quarter, trimester or 4-1-4, enter FALL 2001 student counts (SCFA1N through SCFA2); full-year unduplicated student counts (SCFY1N and SCFY2) are not applicable. If institution's calendar system differs by program or is continuous (every 2 weeks, monthly or other period), enter FULL-YEAR unduplicated student counts, Sept 1, 2001 through Aug 31, 2002 (SCFY1N and SCFY2); student counts, Fall 2001 (SCAFA1N through SCFA2) are not applicable. Information reported must be consistent with calendar system reported in the Fall data collection.				
If institution offers undergraduate award levels but does not have full-time first-time degree-certificate seeking students, enter 0 for SFAFA1N or SCFY1N. Enter either the total number of undergraduate students, Fall 2001 (SCFA2) or the total unduplicated student count (SCFY2). Information on Part B, Financial Aid is not applicable.				
Student counts, Fall 2001				
SCFA1N	11	6	**Cohort**: Number of full-time first-time degree/certificate-seeking undergraduate students (2001 Fall Enrollment, line 1)	0 to 999999, -2 or blank = not-applicable
If institution charges different tuition for out-of-state-students or in-district students, enter fall 2001 student counts, for SCFA11N, SCFA12N and SCFA13N, else enter not applicable. Information reported should be consistent with information from the Fall data collection.				
SCFA11N	17	6	Number of IN-DISTRICT full-time first-time degree/certificate-seeking undergraduate students	0 to 999999, -2 or blank = not-applicable
SCFA12N	23	6	Number of IN-STATE full-time first-time degree/certificate-seeking undergraduate students	0 to 999999, -2 or blank = not-applicable
SCFA13N	29	6	Number of OUT-OF-STATE full-time first-time degree/certificate-seeking undergraduate students	0 to 999999, -2 or blank = not-applicable
SCFA2	35	6	Total number of undergraduate students (2001 Fall Enrollment lines 8 and 22)	0 to 999999, -2 or blank = not-applicable
Full-year unduplicated student counts, Sept 1, 2001 through Aug 31, 2002				
SCFY1N	41	6	**Cohort:** Unduplicated count of full-time first-time degree or certificate-seeking students (full-year cohort)	0 to 999999, -2 or blank = not-applicable
SCFY2	47	6	Total unduplicated count of students enrolled	0 to 999999, -2 or blank = not-applicable
ANYAIDN	53	6	Number of full-time first-time degree/certificate-seeking undergraduates who received any financial aid	0 to 999999, -2 or blank = not-applicable

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Field ID(Key)	Column	Length	Description	Valid Entries
The following are generated variables that are reserved for file export. Do NOT include in import file.				
SCFAF14N	59	6	Number of Residence Unknown full-time first-time degree/certificate-seeking undergraduate students	0 to 999999, -2 or blank = not-applicable
SCFA11P	65	4	Percentage of full-time first-time degree/certificate-seeking undergraduates who are in-district	0 to 100
SCFA12P	69	4	Percentage of full-time first-time degree/certificate-seeking undergraduates who are in-state	0 to 100
SCFA13P	73	4	Percentage of full-time first-time degree/certificate-seeking undergraduates who are out-of--state	0 to 100
SCFA14P	77	4	Percentage of full-time first-time degree/certificate-seeking undergraduates who are unknown	0 to 100
SCFA1P	81	4	Percentage of undergraduates who were full-time, first-time degree/certificate-seeking (fall 2001)	0 to 100
SCFY1P	85	4	Percentage of undergraduates who were full-time, first-time degree/certificate-seeking (full-year)	0 to 100
ANYAIDP	89	4	Percentage of students in cohort who received any financial aid	0 to 100
Part (B) Financial Aid Data				
UNITID	1	6	UNITID	Valid UnitID
SURVSECT	7	3	Survey Section	"SFA"
PART	10	1	Part of survey section - Financial Aid Data	"B" = Financial Aid Data
FGRNT_N	11	6	Number of students in cohort receiving Federal grants (grants/educational assistance funds)	0 to 99999
FGRNT_A	17	6	Average amount of Federal grants they received.	1 to 99999, if SFA11 > 0, else blank or -2 (not applicable)
SGRNT_N	23	6	Number of students in cohort receiving state/local grants (grants/scholarships/waivers)	0 to 99999
SGRNT_A	29	6	Average amount of state/local grants they received.	1 to 99999, if SFA21 > 0, else blank or -2 (not applicable)

			Import/Export File Layout Specification for Spring 2003 Data Collection Financial Aid to Full-time First-time Degree Seeking Undergraduates Academic Year 2001-2002 Fixed Length/Positional File (*.Txt)	
Field ID(Key)	**Column**	**Length**	**Description**	**Valid Entries**
IGRNT_N	35	6	Number of students in cohort receiving institutional grants (scholarships and fellowships)	0 to 99999
IGRNT_A	41	6	Average amount of institutional grants they received.	1 to 99999, if SFA31 > 0, else blank or -2 (not applicable)
LOAN_N	47	6	Number of students in cohort receiving loans	0 to 99999
LOAN_A	53	6	Average amount of loans they received.	1 to 99999, if SFA41 > 0, else blank or -2 (not applicable)
The following are generated variables that are reserved for file export. Do NOT include in import file.				
FGRNT_P	59	6	Percentage of students in cohort receiving Federal grants (grants/educational assistance funds)	0 to 100
SGRNT_P	65	4	Percentage of students in cohort receiving state/local grants (grants/scholarships/waivers)	0 to 100
IGRNT_P	69	4	Percentage of students in cohort receiving institutional grants (scholarships and fellowships)	0 to 100
LOAN_P	73	4	Percentage of students in cohort receiving loans	0 to 100

Notes: All numeric fields should be right-justified in their fields. Both leading zeros and spaces are permissible.
Character data should be left justified.
Sort Order: UNITID,Part

<table>
<tr><td colspan="3">Import File Layout Specification for Spring 2003 Data Collection
Financial Aid to Full-time First-time Degree Seeking Undergraduates,
Academic Year 2001-2002
Key Value Pair File (*.Txt)</td></tr>
<tr><th>Field ID(Key)</th><th>Description</th><th>Valid Entries</th></tr>
<tr><td>UNITID</td><td>UNITID</td><td>Valid UnitID</td></tr>
<tr><td>SURVSECT</td><td>Survey Section</td><td>"SFA"</td></tr>
<tr><td>PART</td><td>Part of survey section</td><td>"A"=Student counts, "B"=Financial aid</td></tr>
<tr><td>LINE</td><td>Identifies type of student counted when Part=A, or type of financial aid when Part=B</td><td>i = 1 to 8, if part="A", 1 to 4 when part="B", refer to appendix A, student count and financial aid category tables</td></tr>
<tr><td>COUNT</td><td>Number of students</td><td>1 to 999999, applicable to parts A and B</td></tr>
<tr><td>AMOUNT</td><td>Average amount of aid</td><td>1 to 999999, applicable to part B only</td></tr>
</table>

Sample records: Institution (UNITID=100663) calendar system is semester and charges different tuition for out-of-state and in-district students. Institution (UNITID=100672) calendar system is quarter and does NOT charge different tuition for out-of-state or in-district students. Institution (UNITID=100681) calendar system differs by program.

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UNITID=100663,SURVSECT=SFA,PART=B,LINE=3,COUNT=nnnnnn,AMOUNT=nnnnnn
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UNITID=100681,SURVSECT=SFA,PART=B,LINE=4,COUNT=nnnnnn,AMOUNT=nnnnnn

Sort Order: UNITID,Part

Appendix A, Code Value Tables for Key Value Pair File Layout and Instructions

Student count category table
1 - Number of full-time first-time degree/certificate-seeking undergraduate students
  (2001 Fall Enrollment, line 1)
2 - Number of IN-DISTRICT full-time first-time degree/certificate-seeking undergraduate students
3 - Number of IN-STATE full-time first-time degree/certificate-seeking undergraduate students
4 - Number of OUT-OF-STATE full-time first-time degree/certificate-seeking undergraduate students
5 - Total number of undergraduate students (2001 Fall Enrollment lines 8 and 22)
6 - Unduplicated count of full-time first-time degree or certificate-seeking students (full-year cohort)
7 - Total unduplicated count of students enrolled
8 - Number of full-time first-time degree/certificate-seeking undergraduates who received any financial aid

Financial aid category table
1 - Federal grants (grants/educational assistance funds)
2 - State/local grants (grants/scholarships/waivers)
3 - Institutional grants (scholarships/fellowships)
4 - Loans to students

Instructions

1. If institution does not offer undergraduate award levels, do NOT import any data.

2. If institution's calendar system is semester, quarter, trimester or 4-1-4 enter FALL 2001 student counts (Part A, LINES 1 through 5); do not submit full-year unduplicated student counts, 2001-2002 (Part A, LINES 6 AND 7). If institution's calendar system differs by program or is continuous (every 2 weeks, monthly or other period), submit FULL-YEAR unduplicated student counts (Part A LINES 6 and 7) Sept 1, 2001 through Aug 31, 2002; do not submit student counts, Fall 2001 (Part A, LINES 1 through 5). Information reported must be consistent with calendar system reported from the Fall data collection.

3. If institution offers undergraduate award levels but does not have full-time first-time degree/certificate seeking students, enter 0 for LINE 1 or LINE 6. Enter either the total number of undergraduate students, Fall 2001 (LINE 5) or the total unduplicated student count (LINE 7). Information on Part B, Financial Aid is not applicable.

4. If institution charges different tuition for out-of-state-students or in-district students, submit fall 2001 student counts, for (LINES 2 through 5), else do no submit Lines 2 through 5. Information reported should be consistent with information in the Fall data collection.